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## **Minutes of the Board of Women Managers of the Pan-American Exposition**

# **1900**

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MINUTES OF MEETINGS  
OF  
BOARD OF WOMEN MANAGERS.

WILLIAMS, TREAS.



## FIRST MEETING.

1

Minutes of the First Meeting of the Board of Women Managers of the Pan-American Exposition, held in the office of the Director-General, Ellicott Square, June 21st, 1900.

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The members of the board were called together for the first time by the following notice having been sent each one by the secretary of the Exposition ; -

"Dear Madam. I am requested by President Milburn of the Pan-American Exposition to notify the members of the Board of Women Managers that a session of the Board will be held in the office of the Director-General, #736 Ellicott Square, Thursday, June 21st, at four P.M."

The members met in the office of the Director-General at four o'clock P.M., June 21st, and were called to order by President John G. Milburn, who requested the Secretary of the Exposition to read the section of the Act of the Legislature of New York and that of the By-Laws of the Exposition providing for the creation of the board of women managers ; in addition the resolution of the Board of Directors of the Exposition creating a board of honorary members of the women's board was read.

The roll was called and the following members of the board answered to their names.

Doctor Ida C. Bender,  
Mrs. Tracy C. Becker,  
Mrs. Charles Cary,  
Miss Annie Damer  
Mrs. Joseph Desbecker,

731 Ellicott Street,  
163 Highland Avenue,  
340 Delaware Avenue,  
55 W. Mohawk Street,  
624 W. Delevan Avenue,



Mrs. David Gray  
Mrs. Joseph E. Gavin,  
Mrs. William Hamlin,  
Mrs. A. G. Hauenstein,  
Mrs. Charles F. Kingsley,  
Mrs. Herman Mynter,  
Mrs. George E. Matthews,  
Mrs. Norman E. Mack,  
Mrs. Elizabeth B. McGowan,  
Mrs. William A. Rogers,  
Mrs. Robert K. Root,  
Miss Frances G. Stanton,  
Mrs. Herman Waterman,  
Mrs. Lester Wheeler,

76 Johnson's Park,  
410 Porter Avenue,  
1058 Delaware Avenue,  
725 West Ferry Street,  
865 Seventh Street,  
566 Delaware Avenue,  
276 Elmwood Avenue,  
1100 Delaware Avenue,  
1364 Michigan Street,  
309 North Street,  
650 Delaware Avenue,  
12 York Street,  
"New Tiff House",  
622 Delaware Avenue.

The following members were absent ;—

Mrs. J. J. Albright,  
Mrs. P. H. Griffin,  
Mrs. John Miller Horton,  
Mrs. Adelbert Moot,  
Mrs. J. F. Schoellkopf, Jr.,  
Mrs. George W. Townsend,

730 West Ferry Street,  
190 Summer Street,  
736 Main Street,  
358 Elmwood Avenue,  
499 Delaware Avenue,  
591 La Fayette Avenue.

The president then requested the secretary to read the letter addressed by the director-general to the Governors of the different states and territories and to the foreign countries of the hemisphere, requesting the designation of honorary members.

This letter was as follows ;—

"Sir ;—

The act of the Legislature of this state, creating the Pan-American Exposition provides that a board of women managers to consist of not less than twenty-five members shall be designated by the board of directors.

The organization of this executive board of twenty-five will take place immediately upon the designation of its members by the president of the company. This board will have its headquarters building upon the grounds of the Exposition and will have charge of and carry out such work as may be decided upon by the board after its organization.

In keeping with the spirit of the Act to which I have referred, and in harmony with the earnest desire of the authorities of the Exposition to place within the reach of all the states and territories every possible advantage which may spring therefrom, the board of directors provided



at a recent meeting that two honorary members of the executive board of women managers to which I have referred should be designated for each state and territory.

In accordance with the terms of this resolution, and by instruction of the president and of the executive committee, I have the honor to request your Excellency to transmit to me the names of two women from your state who will thereupon be commissioned to be honorary members of the said executive board of women managers.

The executive board will correspond with the honorary members so named in the different states concerning the work of women as it relates to the Exposition, and it is believed much can be done through this board to further the many branches of work done in which women are now engaged in our country.

I shall be gratified if your Excellency will give this your earliest possible attention in order that proper commissions may be issued to such persons as you may be good enough to designate."

The secretary was then requested to read the letter addressed by the Director-General to each of the honorary members, with her commission.

This letter was as follows ;:-

"Dear Madam ;:-

Desiring to extend and broaden the scope and usefulness of the board of women managers, provided for by the charter of the Pan-American Exposition, the board of directors at a recent meeting, passed a resolution creating honorary members of the board of women managers, to be limited to two members from each state and territory, to be commissioned upon the recommendation of the Governor of such state or territory.

In compliance with said resolution I had the honor to address his Excellency Governor \_\_\_\_\_, asking him to do the Exposition the honor to designate the said two honorary members of the board of women managers to be appointed from his state.

In reply, the Governor has favored us by transmitting your name as one of the honorary members and I now have the pleasure to enclose herewith your commission as an honorary member of the board of women managers of the Pan-American Exposition.

The executive board has been named from among the most representative women of Buffalo and you will without doubt early receive a communication from the secretary of the board.

The authorities of the Exposition believe that the

work of women throughout the country will be greatly benefited and aided by the efforts of the women's board at the Exposition, and I need not assure you it will be a pleasure to this office to transmit such information to you as you may desire, and to serve you in every possible manner."

The list of honorary members was then read, as follows:

Mrs. Elmira Springer,	Illinois,
Mrs. Frederick H. Smith,	Illinois,
Mrs. Henry B. Eaton,	Maine,
Mrs. Willis E. Parson,	Maine,
Mrs. Ed. G. Stoiber,	Colorado,
Mrs. W. S. Decker,	Colorado,
Mrs. Abigail Scott Dunning,	Oregon,
Mrs. Jennie B. Thielson,	Oregon,
Mrs. Cornelia Holliday,	Delaware,
Mrs. Mabel L. Ridgely,	Delaware,
Mrs. William Cameron,	Texas,
Mrs. Rosine Ryan,	Texas,
Mrs. Rachel Miller,	Utah,
Mrs. Rachel Siegel,	Utah,
Mrs. Blanche L. Greer,	Oklahoma,
Mrs. John G. Brady,	Alaska,
Mrs. B. M. Behrends,	Alaska,
Elizabeth R. McCreary,	Pennsylvania,
Mrs. C. C. Harrison,	Pennsylvania,
Mrs. Jane Waldron,	South Dakota,
Mrs. Emma A. Cramer,	South Dakota,
Mrs. Rufus J. Phalen,	New Mexico,
Mrs. W. H. H. Lewellyn,	New Mexico,
Mrs. Alex. H. Dockery,	Missouri,
Mrs. John R. Cutten,	Missouri,
Mrs. Stephen Putney,	Virginia,
Mrs. Hugh Nelson Page,	Virginia,
Mrs. Hattie Alex. Rounceville,	Georgia,
Mrs. S. C. McLendon,	Georgia,
Mrs. Francis E. Warren,	District of Columbia,
Mrs. C. D. Clark,	District of Columbia,
Mrs. E. P. Hardesty,	Nevada,
Mrs. Charles Kaiser,	Nevada,
Mrs. Arthur C. Neville,	Wisconsin,
Mrs. George H. Noyes,	Wisconsin,
Mrs. M. L. T. Hidden,	Washington,
Mrs. S. E. Barr,	Washington,
Miss Lucy Hoyt,	South Carolina,
Miss Mary Hamphill,	South Carolina,
Mrs. H. L. Worcester,	New Hampshire,
Mrs. John McLane,	New Hampshire,
Mrs. C. E. Conrad,	Montana,
Mrs. Wm. H. DeWitt,	Montana,

Mrs. A. H. Thompson,	Kansas,
Mrs. S. R. Peters,	Kansas,
Mrs. Evelyn Humphrey Belden,	Iowa
Mrs. Hattie Lock Macomber,	Iowa,
Mrs. John S. Winthrop,	Florida,
Mrs. Francis P. Fleming,	Florida,
Mrs. Edward W. Clark,	Connecticut,
Mrs. John Fanton,	Connecticut,
Mrs. E. L. Russell,	Alabama,
Mrs. George C. Ball,	Alabama,
Mrs. Rachel Bishop,	Oklahoma,
Senora Dona Maria Canas )	
de Limanteur )	Mexico,
Senora Dona Laura Smith )	
de Mariscal )	Mexico,
Mrs. Jestina Alcorn Swift	Mississippi,
Mrs. Emily Miller Jones,	Mississippi,
Miss Katharine Smith,	Michigan,
Miss Fandira Crocker,	Michigan,
Mrs. William Gregory,	Rhode Island,
Mrs. Charles Dean Kimball,	Rhode Island.

The president then requested the secretary to read a scheme of organization for the board prepared, at his request, by the director-general.

The memorandum was as follows ;—

Memorandum covering First Meeting of the Board of Women Managers.

Director-General's suggestions ;—

\* The following procedure should be had.

Reading of the Act of the Legislature providing for the creation of the Board, and the action of the board of directors in creating honorary members of the board.

Preparation of a roll call, and data covering a directory of the board.

Reading the letter sent to the Governor of each state and territory by the Director-General, and the names of the honorary members appointed by the different governors,



followed by the letter addressed to each honorary member by the Director-General at the time the commission was transmitted.

Outline to the board of a proposed scheme of organization, as follows ;--

A temporary organization to be effected by the selection of a chairman and secretary pro tem.

The following suggestions are made with regard to a permanent organization.

The permanent organization shall consist of a president, vice president and secretary to be elected by the board. Of the three officers, the secretary alone shall receive a salary. The appointment of the secretary to be confirmed by the executive committee of the Exposition through the director-general.

An executive committee to be created to consist of seven members, one of which shall be the president ; the other six members to be the chairmen of the six committees herewith suggested, namely ;--

"Publicity and promotion", "Fine Arts," " Education", "Clubs and Organizations", "Applied Arts", and "Entertainments and Ceremonies."

The board to be subject to the authority of the Executive Committee of the Exposition and to report to that committee through the office of the director-general as other bureaus and departments of the Exposition.



The Exposition to pay the salary of the secretary of the board, and a stenographer or stenographers ; of a clerk, of a messenger and office boy, who shall be recommended to the director-general by the board ; salaries to be those paid in other bureaus of the Exposition, and to furnish office fixtures, and office and stationery expenses as furnished other bureaus and departments of the Exposition.

The board not to create obligations on behalf of the Exposition Company without the authority of the executive committee of the Exposition, received through the office of the director-general.

The Exposition Company to change, equip and furnish the old Country Club for the head-quarters of the board upon the Exposition grounds.

It is further suggested that the board prepare a formal scheme for the organization and conduct of its work, for the consideration and approval of the board of directors, through the director-general.

The board after its permanent organization to send a letter to each of the honorary members, signed by the president and secretary of the board, calling attention to the permanent organization of the board, and taking up with the honorary members all questions of interest to Woman's work in connection with the Exposition.

The president then briefly addressed the board, and requested that a temporary organization be effect-



ed by the election of a chairman and secretary pro tempore.

Mrs. Mynter proposed the name of Dr. Ida C. Bender for temporary chairman. The motion was adopted unanimously.

Dr. Bender took the chair and briefly expressed to the board her thanks.

A motion was made that Mrs. Matthews be made secretary pro tem. This motion was adopted unanimously.

At this point, President Milburn, the chairman of the executive committee, and the director-general retired from the room.

At the request of Mrs. Kingsley, the chairman read to the board the suggestions as to organization prepared by the director-general.

The chairman then announced that in accordance with instructions of the president the first business appeared to be to elect three officers,;- a president, a vice-president and a secretary.

Mrs. Kingsley moved that the board proceed to the election of a president and that such election be by ballot. - The motion was carried.

Nominations for president were asked for. Mrs. Hauenstein moved that Mrs. William Hamlin be elected president of the board. This motion was seconded by Mrs. McGowan.

Upon the motion of Mrs. Mack, seconded by Mrs. Rogers, the secretary was instructed to cast the unanimous ballot of the board for Mrs. William Hamlin as president. The



secretary did so, and the chairman announced that Mrs. William Hamlin was elected president of the board of women managers.

Nominations were then requested for vice-president.

Mrs. Kingsley nominated Mrs. George E. Matthews; the nomination was seconded.

Mrs. Mack nominated Mrs. Gavin ; the nomination was seconded by Mrs. McGowan.

Mrs. Waterman nominated Mrs. Mynter ; the nomination was seconded by Mrs. Desbecker.

Mrs. Mynter nominated Mrs. Rogers ; the nomination was seconded by Mrs. Charles Cary.

Mrs. McGowan moved that no more nominations be received.- Carried.

The chairman appointed Miss Stanton and Miss Damer tellers.

A ballot was then taken, resulting as follows :-

Mrs. Mynter	six votes
Mrs. Rogers	seven votes
Mrs. Gavin	three votes
Mrs. Matthews	one vote

---

Total, seventeen votes.

No one having a majority of the total votes cast, a second ballot was ordered, pending which, Mrs. Mynter and Mrs. Gavin withdrew their names as candidates.

The second ballot resulted in fourteen votes being cast for Mrs. Rogers and three for Mrs. Matthews,



whereupon the election of Mrs. Rogers was made unanimous upon the motion of Mrs. Matthews, seconded by Mrs. McGowan.

The chairman stated that the board was now ready to proceed to the election of a permanent secretary.

The chairman again read to the board the suggested memoranda placed before them by the president of the Exposition and drew attention to that portion referring to the election of a secretary and to other points connected therewith.

A motion was made by Miss Damer, seconded by Mrs. Mynter, that the secretary should not be a member of the board. Pending a vote being taken on this motion, a general expression of opinion upon the subject of the motion was given by members of the board, after which the motion was put and carried unanimously.

The chairman then stated that the next business in order would be to decide whether or not the board should then proceed to elect a secretary.

A motion was made by Mrs. Hauenstein, seconded by Mrs. Gray that the board proceed to the election of a secretary.

The chairman called for a rising vote on this motion, which resulted in fifteen votes being cast in favor of the motion and three against it.

The chairman then called for nominations for the office of secretary. But one nomination was made, viz;--



Miss Marian De Forest, whose name was proposed by Mrs. Becker, and seconded by Mrs. Gray.

No other nominations being made, the board upon the motion of Mrs. McGowan, seconded by Mrs. Rogers, instructed the secretary to cast a unanimous ballot for the board, for Miss Marian De Forest as secretary of the board of women managers, and that the director-general be notified of such fact. The ballot was cast, and Miss De Forest was declared elected secretary of the board, subject to the confirmation of the executive committee of the Exposition through the director-general.

On the motion of Mrs. McGowan, seconded by Mrs. Wheeler, the appointment of committees was deferred until a later date.

The temporary secretary was requested to mail to each member a copy of the suggestions presented to the board by the president of the Exposition.

A motion was made by Mrs. Becker, seconded by Mrs. Wheeler, that the chairman of committees be appointed by the president of the board.

Mrs. Cary moved as a substitute for Mrs. Becker's motion that the entire subject of committees be laid upon table for the future action of the board.

The substitute motion proposed by Mrs. Cary was adopted by the board.



Upon the motion of Mrs. Wheeler, the board  
adjourned, subject to the call of the president.

Signed,

*Ida C. Bender*

President pro tem.

Approved.

*Elizabeth B. Matthews.*

Secretary pro tem.



## Second Meeting.

The second meeting of the board of women managers of the Pan-American Exposition was held at #570, Ellicott Square, Tuesday afternoon, July 17th, 1900, at three o'clock ; the president, Mrs. William Hamlin, in the chair.

The following members were present ;— Mrs. J. J.

Albright, Mrs. Charles Cary, Miss Annie Damer, Mrs. Joseph E. Gavin, Mrs. William Hamlin, Mrs. Charles F. Kingsley, Mrs. Herman Mynter, Mrs. Norman E. Mack, Mrs. Elizabeth B. McGowan, Mrs. George W. Townsend, and Mrs. Lester Wheeler.

The following were absent ;— Dr. Ida C. Bender, Mrs. Tracy C. Becker, Mrs. Joseph Desbecker, Mrs. P. H. Griffin, Mrs. David Gray, Mrs. John Miller Horton, Mrs. A. G. Hauenstein, Mrs. George E. Matthews, Mrs. Adelbert Moot, Mrs. William A. Rogers, Mrs. Robert K. Root, Mrs. J. F. Schoellkopf, Jr., Miss Frances G. Stanton, and Mrs. Herman Waterman.

The minutes of the previous meeting were read and approved.

The secretary read the temporary by-laws suggested by President Milburn of the Exposition Company, for the first meeting of the women's board, as follows ;—

Proposed ByLaws to be Adopted.

Executive Committee.

### Section I.

There shall be an executive committee of eight members, to consist of the president of the board, the vice-president, and the chairmen of the six



standing committees.

Standing Committees.

Section 1. There shall be six standing committees, as follows ; Publicity and Promotion, Applied Arts, Fine Art, Education, Clubs and Organizations, Entertainments and Ceremonies.

Section 2. Each committee shall consist of five members of the board, excepting the committee on Entertainments and Ceremonies, which shall consist of nine members. Additional members may be added to any committee at any time by a resolution of the board who need not be members of the board.

Section 3. The committees shall be appointed by the president. Vacancies at any time occurring shall be filled by the appointment of the president.

Mrs. Mynter moved their adoption, seconded by Mrs. Mack. Carried.

A letter from August A. Langenbahn & Son, Buffalo, New York, accompanying the gift of the plaque of the Pan-American Beek design was read by the secretary. On motion of Mrs. Cary, seconded by Mrs. Albright, the secretary was instructed to send a vote of thanks to the firm.

The president announced the appointment



of the following committees ;--

Executive Committee.

Mrs. William Hamlin, Chairman ; Mrs. William A. Rogers,  
Mrs. John Miller Horton, Mrs. Charles Cary, Dr. Ida C. Bender,  
Mrs. Adelbert Moot, Mrs. Alfred G. Hauenstein, Mrs. Tracy C. Becker.

Entertainments and Ceremonies.

Mrs. John Miller Horton, Chairman ; Mrs. William A.  
Rogers, Mrs. J. J. Albright, Mrs. P. H. Griffin, Mrs. Norman E. Mack,  
Mrs. George E. Matthews, Mrs. Trueman G. Avery, Mrs. Charles  
Hallam Keep, Mrs. Truman J. Martin.

Fine Arts.

Mrs. Charles Cary, Chairman ; Mrs. J. J. Albright, Mrs.  
Herman Mynter, Mrs. Robert K. Root, Mrs. J. F. Schoellkopf, Jr.

Education.

Dr. Ida C. Bender, Chairman ; Mrs. David Gray, Mrs.  
George E. Matthews, Mrs. Herman Mynter, Mrs. Herman Waterman.

Clubs and Organizations.

Mrs. Adelbert Moot, Chairman ; Mrs. Joseph E. Gavin,  
Mrs. Elizabeth B. McGowan, Mrs. Charles F. Kingsley, Mrs. George  
W. Townsend.

Publicity and Promotion.

Mrs. Alfred G. Hauenstein, Chairman ; Mrs. Joseph  
Desbecker, Mrs. Joseph E. Gavin, Mrs. David Gray, Miss Frances  
G. Stanton.

Applied Arts.

Mrs. Tracy C. Becker, Chairman ; Miss Annie Damer,  
Mrs. Lester Wheeler.



Mrs. Lester Wheeler offered the following ;-

Resolved ; - That the executive committee prepare a code of by-laws for the government of the board, and submit the same, through the director-general to the board of directors for its approval.

Seconded by Mrs. Kingsley. Carried.

After an informal discussion of the work of the women's board, on motion of Mrs. Wheeler, the members adjourned, subject to the call of the president.

Respectfully submitted.

*Marion He Fort.*

Secretary.



THIRD MEETING.

17.

The third meeting of the Board of Women Managers of the Pan-American Exposition was held at #570 Ellicott Square, on Thursday forenoon, September 27th, at 11 o'clock, the President, Mrs. William Hamlin, presiding.

Present;— Dr. Bender, Mrs. Becker, Mrs. Cary, Miss Damer, Mrs. Desbecker, Mrs. Gavin, Mrs. Hamlin, Mrs. Horton, Mrs. Hauenstein, Mrs. Mynter, Mrs. Moot, Mrs. Mack, Mrs. McGowan, Mrs. Rogers, Mrs. Root, Miss Stanton, Mrs. Waterman, and Mrs. Rush.

Absent ;— Mrs. Albright, Mrs. Griffin, Mrs. Gray, Mrs. Kingsley, Mrs. Schoellkopf, Mrs. Townsend, and Mrs. Wheeler.

The Minutes of the last meeting were read and accepted.

The following report from the Executive Committee was presented by the chairman, Mrs. Hamlin, as follows ;—

Ellicott Square, September 27th, 1900.

To the Board of Women Managers ;—

Two sessions of the Executive Committee of the Women Managers of the Pan-American Exposition have been held since the last meeting of the Board.

First Session.

The first meeting was held on Wednesday, September 19th.

Verbal reports were called for from the standing committees, and Mrs. Hauenstein, chairman of the committee on Publicity and Promotion, stated that her committee had sent



out three letters concerning the work of the Women's Board of the Pan-American Exposition, which were to be published in October in London, Paris, and Berlin.

In accordance with the resolution adopted by the Women's Board at its meeting on July 17th, 1900, that the Executive Committee prepare a code of bylaws for the government of the Board and submit the same through the Director General to the Board of Directors for its approval, the Executive Committee took up the bylaws and prepared a code for the government of the Board, with the exception of a section relating to the committee on Applied Arts, which was laid upon the table pending a definition of the committee's work from the Director General.

The chairman of the Executive Committee announced the appointment of Mrs. William H. Hotchkiss as a member of the committee on Applied Arts ; also of Mrs. Joseph E. Gavin as a member of the committee on Entertainments and Ceremonies, in place of Mrs. Charles Hallam Keep, resigned.

#### Second Session.

The second meeting of the Executive Committee was held at ten o'clock on Thursday, September 27th, immediately preceding the meeting of the Board of Women Managers.

At this meeting a section of the bylaws defining the work of the committee on applied arts was adopted, and the bylaws as a whole were adopted by the Board and will be forwarded by the Director General to the Board of Directors



for approval.

The chairman announced that at the last meeting of the Board of Directors of the Pan-American Exposition, the resignation of Mrs. George E. Matthews as a member of the Board of Women Managers was accepted and Mrs. John W. Bush, of #762 Delaware Avenue was appointed in her place.

The chairman then announced the appointment of Mrs. Bush on the committee on Entertainments and Ceremonies and also on the committee on Education, taking the place of Mrs. Matthews.

Respectfully submitted.

(signed.) Kate L. Hamlin,  
Chairman.

---

Mrs. McGowan moved, seconded by Mrs. Bush, that the October meeting of the Women's Board be omitted, and the next meeting of the Board be held the first Thursday in November.----- Carried.

At the request of Mrs. Cary, the secretary read the bylaws adopted by the Executive Committee, which are to be sent by the Director General to the Board of Directors for final approval.

After an informal discussion of the work of the Women's Board the meeting adjourned.



Respectfully submitted.

Manan De Forest

Secretary.



#### FOURTH MEETING.

21.

A meeting of the Board of Women Managers of the Pan-American Exposition was held at #570 Ellicott Square, on Thursday morning, November 1st, 1900, the President, Mrs. William Hamlin, in the chair.

Present, Mrs. Albright, Dr. Bender, Mrs. Becker, Mrs. Bush, Mrs. Cary, Mrs. Griffin, Mrs. Hamlin, Mrs. Hauenstein, Mrs. Horton, Mrs. Kingsley, Mrs. Mynter, Mrs. Moot, Mrs. Rogers, Mrs. Root, Miss Stanton, Mrs. Townsend, Mrs. Waterman, and Mrs. Wheeler.

Absent, Miss Damer, Mrs. Desbecker, <sup>Mrs. Gavin,</sup> Mrs. Gray, Mrs. Mack, Mrs. McGowan, and Mrs. Schoellkopf.

After roll call, the minutes of the previous meeting were read and accepted.

The following report from the Executive Committee was presented.

#570 Ellicott Square,

Buffalo, N.Y., November 1st, 1900.

To the Board of Women Managers ;--

\* The Chairman of the Executive Committee of the Board of Women Managers of the Pan-American Exposition begs to submit the following report, up to November 1st, 1900.

Three meetings of the Executive Committee have been held since the September meeting of the Board, at which a large amount of business has been transacted.

Session of October 11th.

-:-

The committee on Entertainments and Ceremonies has



reported through its chairman that Mrs. Trueman G. Avery had been elected secretary and treasurer of the committee.

The committee on Education reported through its chairman that the committee had elected Mrs. Herman Mynter secretary, and the committee will meet hereafter on the last Monday of each month.

The committee on Publicity and Promotion has elected Miss Frances G. Stanton secretary.

The committee on Applied Arts has elected Miss Annie Damer as its secretary.

The chairman of the Executive Committee appointed Mrs. Charles Cary, Mrs. John Miller Horton, and Mrs. Adelbert Moot a committee to confer with the Director General regarding the use to which the Woman's Building is to be put during the Pan-American Exposition, requesting that the building be set aside for the exclusive use of the members of the Women's Board, and that it should in no way be used for exhibits of any kind. This committee reported the result of its conference with the Director General, saying that it was not desired either by the Director General or other Exposition officials to have the headquarters of the Women's Board in any sense a public building. A reading room will probably be arranged for in the club building, but the use of this room will be subject to the control of the Women's Board and it will be possible to close it to the public at any time.

The chairman announced the appointment of Miss Eugenie Hauenstein as a member of the Applied Arts committee.



Session of October 25th.

--:-

Dr. Bender, chairman of the committee on Education, presented a brief verbal report, saying that she had held a conference with Dr. S. H. Peabody, Superintendent of Liberal Arts and Education, that Dr. Peabody was to meet her committee and discuss with the members the best means of providing for an adequate educational exhibit at the Pan-American Exposition.

The chairman of the committee on Publicity and Promotion reported progress along all lines of its work. It has sent out a large amount of advertising matter to the women's colleges, and is arranging for extended articles in the leading newspapers and magazines throughout the country. The chairman spoke in the interests of the Pan-American Exposition before the Household Economic Association at Toronto, and has also arranged to speak before a large number of women's clubs and organizations in western New York. The Beck design in plaster has been sent by the committee on Publicity and Promotion to Mrs. Charles H. Denison, of New York, President of Sorosis, with the request that it be used in the committee rooms of the club. Arrangements have been made by the Publicity committee whereby Mr. Farnham, the well known artist, formerly of Buffalo, and Mr. Carl Adam will dispense a large amount of advertising material in California. Half tone illustrations of the Pan-American buildings have also been sent to many of the most prominent women in the



Americas.

The Secretary was instructed to communicate with the officers of the New York State Federation of Women's Clubs, requesting the privilege of having time granted a representative of the Women's Board of the Pan-American Exposition before the State Federation at its meeting in Albany in November, in which to speak on the Exposition.

An extended plan embodied in the report of the committee on Applied Arts was laid on the table, awaiting detailed reports from other committees, before the plans of the committees were submitted to the Director General and to the Executive Committee for approval.

Session of October 31st.

:-:-

At this meeting, the chairman of the committee on Entertainments and Ceremonies reported that a reception in honor of the Mothers' Assembly of New York State was held at the Service Building on the afternoon of Tuesday, October 30th, when special trolley cars conveyed the women to the Exposition grounds, where they were met by the chairman of the committee and one of her associates.

The chairman of the committee on Education reported that at its last meeting the secretary was instructed to communicate with Dr. Peabody regarding a meeting of the educational committee with him in which to discuss plans for the educational exhibit at the Pan-American Exposition.



The chairman of the committee on Clubs and Organizations reported a conference with the Director General regarding a plan submitted by a Buffalo woman for an extensive exhibit of club work and for bringing to Buffalo a large number of conventions during the Pan-American Exposition, this work to be partly under the auspices of the committee on Clubs and Organizations and partly an independent measure, carried on by private enterprise. This plan, which will be discussed in detail by the Executive Committee, before referring to the Director General, will provide for conventions of women in Buffalo next year in much the same way that similar conventions of men have been arranged for by the Merchants' Exchange Bureau of Conventions and Industries.

Mrs. Tracy C. Becker, chairman of the committee on Applied Arts, has asked for further time in which to formulate her plan regarding the work of the committee at the Pan-American Exposition.

Mrs. Hauenstein read the following letter from Mrs. Charles H. Denison, of New York City, President of Sorosis, accepting the Beck design in plaster sent her by the committee on Publicity and Promotion.

"Chairman Publicity Committee,

Woman's Board Pan-American.

"My dear Mrs. Hauenstein ;-

Accept the thanks of Sorosis for the handsome plaque received, and the half tones, which will be



exhibited at the next business meeting, although many of the members are already loyally interested.

"It may please you to know that I noticed the little pan pinned on the waist of a member at the meeting of the 15th.

"Although our cities flank the state on the east and west, they are one in a common fidelity to an enterprise that redounds to its glory.

"With best wishes for the success of the Exposition, I am

Cordially yours,

(signed) D.T.E. Denison,

#157 West 103rd Street,

New York, October 26th, 1900."

The following letter from Mrs. William Tod Helmuth of New York, in reply to the letter from the secretary requesting the privilege of a short space upon the State Federation program at Albany in November, for a representative of the Pan-American Exposition, was read ;-

#504 Fifth Avenue,

New York, Oct. 27, 1900.

"Miss Marian De Forest,

#568 Ellicott Square, Buffalo, New York.

Secretary Pan American Exposition Company.

"Dear Madam.

Your letter has been received, requesting time

for a representative of the Board of Managers of the Pan-American Exhibition Company to present to the New York State Federation of Women's Clubs the plan and purposes of the Pan-American Exposition.

"It will give me great pleasure to accede to the request, and fifteen minutes will be given you there on Wednesday or Thursday, 14th or 15th of November. You will receive a notification from the chairman of the Program committee stating the time and hour and place where you will be heard.

"Wishing you every success in the undertaking, I am

Yours truly,

(signed) Fannie I. Helmuth,

President N.Y.S.F.W.C."

Dr. Ida C. Bender and Mrs. George W. Townsend were selected representatives of the Women's Board, to appear before the State Federation in the interests of the Pan-American Exposition.

Five weekly reports have been sent to the Director General of the Pan-American Exposition since the last meeting of the Women's Board. These reports have been referred to the Board of Directors.

First Report.

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In the first report, the code of bylaws read before the Women's Board at its meeting in September, was submitted for the approval of the Director General, and by him referred to the Board of Directors with the recommendation for their adoption. These bylaws were subsequently approved as read.

The Director General was informed that letters have been sent out through the office of the Secretary to the honorary members of the Women's Board, asking for their assistance and co-operation in furthering the interests of the Exposition, and requesting suggestions from them regarding the work of the Women's Board.

Letters have also been sent out from the office of the Secretary to the honorary members of the Board, asking for material for personal sketches and also for photographs to be used in the series of articles to be sent out through the Publicity Bureau of the Exposition. A similar request has been sent to the Buffalo members of the Board, and the articles in question are now in course of preparation.

#### Second Report.

-:-

The Director General was informed that several hundred of the "Spirit of Niagara" posters have been sent out from this office, the majority of them going out of town. The demand for these posters is steadily increasing.



## Third Report.

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The Director General was informed of the appointment of Miss Eugenie Hauenstein as a member of the Applied Arts committee of the Women's Board of the Pan-American Exposition completing all the committees of the Women's Board.

Appended to the report was a complete list of the women's committees.

## Fourth Report.

-:-

The Director General was informed that on Wednesday afternoon, October 17th, a meeting of the Presidents' Round Table of the Federation of Women's Literary and Educational institutions of Western New York was held in the Women's Union building, Buffalo, at which the Secretary of the Women's Board spoke in the interests of the Pan-American Exposition. A large amount of advertising matter was distributed through those attending the Round Table, and will be used by the women's clubs and organizations of the western part of the state. Much interest was shown in the Exposition, and several presidents of clubs reported that their clubs were to take up subjects connected with the Pan-American for their year's study.

Fifth Report.

-:-

This report to the Director General embodied the proceedings of the Executive Committee at its session on October 25th, given elsewhere in the report of the chairman of your committee.

At the meeting in Newark, New Jersey, of the New Jersey State Federation of Women's Clubs, which opened on Friday morning, October 26th, an honorary member of the Board of Women Managers, Mrs. Henry Elliott Mott, of Elizabeth, New Jersey, formerly of Buffalo, was given space upon the program in which to speak of the Pan-American Exposition.

Mrs. Mott gave a glowing account of the plans and scope of the Exposition, and roused her hearers to such enthusiasm that half a hundred clubs asked her to appear before them and speak in the interests of the Exposition. To supplement the successful address of Mrs. Mott, the Board of Women Managers sent to the New Jersey Federation a supply of Pan-American advertising matter, including five hundred Pan American buttons, five hundred souvenirs, and five hundred of the Exposition cards. These were all taken by the women attending the convention, all of whom evinced the deepest interest and the greatest enthusiasm concerning the Exposition.

Respectfully submitted.

(signed) Kate L. Hamlin,      Chairman.



This report was accepted as read, members of the Board expressing their gratification at the amount of work accomplished by the Executive Committee during the month of October.

Mrs. Alfred G. Hauenstein, chairman of the committee on Publicity and Promotion, presented a brief verbal report, telling of some of the amusing incidents in connection with her work.

Mrs. John Miller Horton, chairman of the committee on Entertainments and Ceremonies, read a letter from the Secretary of the Women's Board, saying that the Director General had authorized the Women's Board to select its own badge, the design to be presented to him for approval, together with an estimate of the cost.

Mrs. Charles Cary, chairman of the committee on Fine Arts, reported that she and Mrs. J. J. Albright had been appointed from the Women's Committee to act on the Executive Committee of the Men's Board, conferring with William A. Coffin, Director of Fine Arts, in regard to the fine arts exhibit at the Pan-American Exposition. Mrs. Cary stated that it was the present intention to confine the fine arts exhibit at the Pan-American Exposition to the works of American artists.

On motion of Dr.Bender, seconded by Mrs.Hauenstein,  
the Board adjourned until the first Thursday in December.

Respectfully submitted.

*Marion H. Forest*

Secretary.



FIFTH MEETING.

33.

The fifth meeting of the Board of Women Managers of the Pan-American Exposition was held on Thursday morning, December 6th, 1900, at #570 Ellicott Square.

Present ;— Dr. Bender, Mrs. Becker, Miss Damer, Mrs. Giffin, Mrs. Hamlin, Mrs. Hauenstein, Mrs. Horton, Mrs. Kingsley, Mrs. Mynter, Mrs. Moot, Mrs. Mack, Mrs. McGowan, Mrs. Rogers, Mrs. Root, Mrs. Townsend, Mrs. Waterman, Mrs. Wheeler, and Mrs. Bush.

Absent ;— Mrs. Albright, Mrs. Cary, Mrs. Desbecker, Mrs. Gray, Mrs. Gavin, Mrs. Schoellkopf, and Miss Stanton.

After roll call and the reading of the minutes, which were accepted as read, the following report from the Chairman of the Executive Committee was presented ;—

#568 Ellicott Square,

Buffalo, New York, December 6th, 1900.

The Chairman of the Executive Committee of the Board of Women Managers of the Pan-American Exposition begs to submit the following report to December 6th, 1900.

Session on November 8th.

--:-

Mrs. John Miller Horton, chairman of the Committee on Entertainments and Deremonies, who was appointed by the Chairman of the Executive Committee a committee to arrange for a badge for the Board of Women Managers, reported a conference with the Director General and said that Mr. Bitter,



Director of Sculpture, who designed the badge for the Men's Board, had been asked to design a badge for the women.

Mrs. Alfred G. Hauenstein, chairman of the Committee on Publicity and Promotion, said that names and addresses of one hundred and seventy-five colleges and seminaries had been obtained, and illustrated Pan-American literature was to be sent to these institutions.

A letter from Mayor Diehl to the Secretary of the Women's Board was presented, enclosing a letter to the Mayor from J. H. Curtis, of the Springfield News, asking the Mayor to give a doll for the doll show to be conducted by the Springfield News for the benefit of the Home for the Friendless in Springfield, Illinois. The Mayor referred the request to the Women's Board. The Executive Committee decided to send a Pan-American doll to the Springfield News as requested, also two copies of the Beck design in plaster.

The following report was presented by Mrs. Adelbert Moot, chairman of the Committee on Clubs and Organizations :-

Buffalo, New York, November 6th, 1900.

To the Executive Committee of the Board of

Women Managers of the Pan-American Exposition.

The Women's Educational and Industrial Union of Buffalo has under consideration a plan for estab-

lishing a Bureau of Conventions, to be in charge of a superintendent who will carry out in careful detail the general plan outlined in the annexed proposition, aiming to bring to Buffalo a large number of persons during the season from May 1st to November 1st, 1901, who will attend the various conventions and visit the Pan-American Exposition.

We propose to ask from the Pan-American Exposition Company an appropriation to be granted under contract with us, which funds we will agree to use strictly for the purposes stated. The amount required to carry out this plan is \$3000, to cover the necessary expenses from now until the end of the period named. In return for this appropriation the Women's Union guarantees an attendance of six thousand women at the Pan-American Exposition through the meetings of conferences and conventions.

In making this proposition, the Women's Educational and Industrial Union desires the recommendation of the Executive Committee of the Board of Women Managers, with the understanding that its said Bureau will co-operate fully with the Committee on Clubs and Organizations and the Committee on Education of the Board of Women Managers, in connection with the exhibits and conferences they may wish to secure.

Respectfully submitted.

Carrie A.V.Moot,

Committee for the Board of Directors of the  
W.E. & I.U.  
Chairman of Committee on Clubs and Organizations,  
Board of Women Managers, Pan-American Expo-  
sition.

Dr. Ida C. Bender,

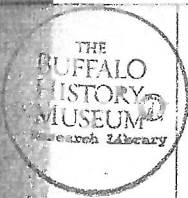
Chairman of Committee on Education,  
Board of Women Managers, Pan-American Exposition.

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Outline of Plan.

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1. Exhibits.

- a. Obtain and install an exhibit consisting of;  
pictures of exteriors of buildings erected or used  
by women's clubs and organizations ; models and  
pictures illustrating apparatus used in their  
practical work; statements of location, methods of  
work, records of what they have done ; a collection  
of badges, badge designs, or club insignia ; a collec-  
tion of club papers, year books, study programs, etc.;  
a collection of photographs of prominent club women;  
in fact, everything tangible which will make a com-  
prehensive display of the material advancement and  
present status of Women's Organizations in America.
- b. Classify these exhibits in such a manner  
that the casual visitor may receive a clear general  
idea, and the specialist be able to learn in detail  
of systems, methods, purposes, and results.



2. Conventions, lectures, and conferences.

- a. Secure the appointment of Buffalo as the meeting place in 1901 of conventions, literary, educational, philanthropic, professional or otherwise.
- b. Arrange special meetings or series of conferences for those interested in specific branches of organized work.
- c. In making such arrangements use every possible means to call the attention of a large number of persons not otherwise reached, to the desirability of coming to Buffalo during the Pan-American Exposition in 1901.

-:-

The Executive Committee approved the report as submitted, and authorized the Secretary to notify the Director General of its action, asking for a ratification of the plan by the Men's Board.

Session of November 21st.

-:-

At this meeting Dr. Ida C. Bender, chairman of the Committee on Education, who was one of the representatives of the Pan-American Board of Women Managers at the Albany convention of the New York State Federation of Women's Clubs, presented an interesting report of her visit to Albany, where she addressed the State Federation in the interests of the Pan-American Exposition.



Both Dr. Bender and Mrs. George W. Townsend, of the Committee on Clubs and Organizations, spoke before the Federation on Thursday morning, November 15th. Dr. Bender in her report paid a high tribute to Mrs. William Tod Helmuth, who presided at the session, for the courtesy she extended to the Buffalo women not only at the time that the talk on the Pan-American Exposition was given, but later, when a resolution was presented to amend the constitution, making it possible for the Federation to meet in October. Dr. Bender also stated that the Executive Committee of the Federation had decided in favor of meeting in Buffalo in 1901.

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#### Session of December 5th.

At this meeting, Mrs. John Miller Horton, chairman of the Committee on Entertainments and Ceremonies, presented several designs for the badge to be adopted by the Board of Women Managers of the Pan-American Exposition. Some of these designs were quite satisfactory, but as others were promised, it was decided to defer definite action until some new designs were sent in.

Mrs. Charles Cary, chairman of the Committee on Fine Arts, reported that no meeting of the Committee on Fine Arts had been held since her last report, but she gave a very interesting account of the art dinner given recently in New York, at which John G. Milburn, President of the Exposition Company, presided, stating that much interest was shown by



the artists in the forthcoming Exposition.

Dr. Ida C. Bender, chairman of the Committee on Education, reported the result of a conference with Dr. S. H. Peabody, Superintendent of Liberal Arts and Education, and said that a resolution had been sent Dr. Peabody asking for a local educational exhibit at the Pan-American Exposition. To this request the Superintendent of Liberal Arts assented, telling the principals of the Buffalo Department of Public Instruction to arrange for this exhibit, for which space would be granted in the Liberal Arts Building.

An interesting and encouraging report was presented by Mrs. Alfred G. Hauenstein, chairman of the Committee on Publicity and Promotion,

Mrs. Tracy C. Becker, chairman of the Committee on Applied Arts, presented a verbal report of the work of her Committee, embodying the matter of collective exhibits. The following letter, approved by the Superintendent of Manufactures, and the Director General, was read:-

Buffalo, New York, -----, 1900.

Dear Madam :-

The Committee on Applied Arts of the Board of Women Managers of the Pan-American Exposition has, in view of the numerous requests from women who desire to make exhibits at the Exposition, arranged to place in the Manufactures Building a very limited number of collective exhibits, representative of the choicest work women are doing

in the Americas.

No trivial or ordinary exhibit will be accepted, or installed if accepted.

The Applied Arts Committee will arrange to include in one item of expense, attendants, cases, and the care of an exhibit. The cost per square foot of space occupied will be, approximately, five dollars, if an article is shown in floor cases, and two dollars per square foot if shown in wall cases, with the exception of special locations in each case which will be treated separately. No exhibit occupying less than two square feet will be accepted.

The attendant in charge can be authorized to take orders for duplicates of an exhibit, if so desired.

No space will be assigned under this collective plan until after December 15th, 1900.

If you desire to avail yourself of this opportunity, kindly notify the Secretary immediately, stating clearly the character of the exhibit desired to be made.

Very truly yours,

(signed) Marian DeForest,

Secretary.

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A proposition from Florence Nightingale, to establish a nursery at the Pan-American Exposition grounds where young children might be left during the absence of the mother,

was taken up by the Executive Committee, to whom the proposition was referred by the Director General. The Executive Committee authorized the Secretary to notify the Director General that the Women's Board did not desire to take this subject under consideration, and asked that it be referred elsewhere.

Mrs. Adelbert Moot, chairman of the Committee on Clubs and Organizations, reported that a meeting of the Directors of the Women's Educational and Industrial Union was held on Tuesday morning, December 4th, at which it was decided that in view of the conditions under which the Exposition Company might approve its plan for the establishment of a bureau of conventions, it would not be feasible to attempt this line of work, and therefore the Women's Union had dropped the plan.

The Secretary reported a conference with the Director General, who said that in his opinion the matter of women's conventions could be taken up as occasion occurred, each case being treated separately and the work done by the present Exposition forces.

-:-

Reports to the Director General.

Five weekly reports have been sent to the Director General by the Secretary since the last meeting of the Women's Board.

Report of November 1st.

In this report, the Director General was notified

of the appointment of Dr. Ida C. Bender and Mrs. George W. Townsend to represent the Board of Women Managers of the Pan-American Exposition at the Convention of the New York State Federation of Women's Clubs, speaking in behalf of the Exposition.

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#### Report of November 9th.

In this report the Director General was notified of a conference between the Committee on Applied Arts and the Secretary of the Women's Board, on Wednesday, November 7th, to discuss ways and means of arranging for an exhibit of women's work at the Pan-American Exposition. Plans were discussed for a collective exhibit of women's work to be placed in the various buildings, the committee to work under the guidance of the superintendents of the different divisions. As a number of applications have been received from would-be women exhibitors for space smaller than any let in the buildings, it was thought that by arranging for a collective exhibit the needs of these women would be met and the Exposition display would be enriched by a representative collection showing some of the leading industries carried on by women.

The Director General was also notified of the presentation of a communication from the Women's Educational and Industrial Union to the Executive Committee of the Board

of Women Managers, concerning the organization of a bureau of conventions, which is embodied in the report of the Executive Committee meeting of November 8th.

The Director General was notified of the action of the Executive Committee of the Women's Board in sending a Pan-American doll and two copies of the Beck design in plaster to the doll show given in November by the Springfield News, in Springfield, Illinois.

He was further informed that the Secretary, through correspondence with the honorary members of the Women's Board and with the leading club women of the Americas, has compiled a classified list of women's clubs and organizations in the Americas numbering twenty-five hundred and sixty-five, (2565) clubs. Copies of this list have been prepared, and it was suggested that Pan-American advertising matter be sent to the representatives of these clubs.

-:-

. Report of November 16th.

In this report the Director General was notified of a meeting of the Applied Arts Committee on November 12th, at which the Superintendent of Manufactures was present. Also the Secretary of the Women's Board. . The matter of collective exhibits was discussed, and the Secretary was authorized to draw up a circular letter, calling the attention of women who wished to make small exhibits to the plan under consideration by the Applied Arts Committee of taking space in the

Manufactures Building and arranging for collective exhibits.

This letter was approved by the Superintendent of Manufactures, was also approved by the Director General, and was ordered sent out to a large number of women interested in representative industries.

Dr. Bender's report of her visit to Albany, where she spoke before the Federation in the interests of the Pan-American Exposition, was embodied in the weekly outline to the Director General, who was informed that as the plan for the establishment of a bureau of conventions to bring to Buffalo during next year a large number of meetings of women's organizations could not be arranged for without delay, the following telegrams to three leading women's organizations of the country, then in session, were sent out.

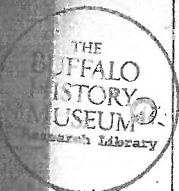
-:-

Buffalo, New York, November 15th, 1900.

Mrs. William Tod Helmuth,

President New York State Federation of Women's Clubs,  
Assembly Chamber, Albany, New York.

It is especially pleasing to the Board of Women Managers of the Pan-American Exposition to be chosen as the channel through which three of the leading women's organizations of Buffalo, the Twentieth Century Club, the Women's Educational and Industrial Union, and the Women's Christian Ass'n desire to express the great gratification it would afford



women of this city to have the New York State Federation of Women's Clubs hold its convention in Buffalo in 1901, during the progress of the Exposition, which closes on November 1st.

The President of the Women's Board sends her personal greetings to the State Federation.

Looking forward to the opportunity of meeting next year members of an organization so representative of women's highest interests in this country, and extending the best wishes of the Board of Women Managers, I have the honor to be

Very truly yours,

Marian DeForest,

Secretary.

--:-

Buffalo, New York, November 15th, 1900.

Mrs. Edwin C. Weed,

President, United Daughters of the Confederacy,  
Montgomery, Alabama.

It is especially pleasing to the Board of Women Managers of the Pan-American Exposition to be chosen as the channel through which three of the leading women's organizations of Buffalo, the Twentieth Century Club, The Women's Educational and Industrial Union, and the Women's Christian Association, desire to express the great gratification it would afford the women of this city to have the United

Daughters of the Confederacy hold its convention in Buffalo in 1901, during the progress of the Exposition, which closes on November 1st.

The President of the Woman's Board sends her personal greetings to the Daughters.

Looking forward to the opportunity of meeting next year members of an organization so representative of women's highest interests in this country, and extending the best wishes of the Board of Women Managers, I have the honor to be

Very truly yours,

Marian DeForest,

Secretary.

-:-

Buffalo, New York, November 15th, 1900.

Mrs. Fannie Humphrey Gaffney,

President National Council of Women,

Minneapolis, Minnesota.

It is especially pleasing to the Board of Women Managers of the Pan-American Exposition to be chosen as the channel through which three of the leading women's organizations of Buffalo, the Twentieth Century Club, the Women's Educational and Industrial Union, and the Women's Christian Association, desire to express the great gratification it would afford the women of this city to have the National Council of Women hold its convention in Buffalo,



in 1901,during the progress of the Exposition,which closes on November 1st.

The President of the Women's Board sends her personal greetings to the Council.

Looking forward to the opportunity of meeting next year members of an organization so representative of women's highest interests in this country, and extending the best wishes of the Board of Women Managers,I have the honor to be

Very truly yours,

Marian DeForest,

Secretary.

--

#### Report of November 23rd.

The Director General was notified of a meeting of the Committee on Applied Arts on November 19th. The proceedings of the Executive Committee at its session of November 21st were also included in this report to the Director General,who was informed that a Pan-American doll for the doll show to be held in November in Springfield,Illinois, for the benefit of the Home for the Friendless,had been provided by the Executive Committee of the Women's Board. The doll is a large Indian squaw,clad in a full suit of buckskin, equipped with dagger and pistol. She holds in one hand a staff upholding a silk banner bearing the words "Put me off at Buffalo,1901. Pan-American Exposition." The doll is

equipped with an electric light,run by five gravity batteries. Two copies of the Beck design in plaster were also sent to the Springfield doll show.

-:-

Report of November 30th.

The Director General was informed of a meeting of the Committee on Applied Arts on November 26th,when the Secretary was instructed to confer with the proper Exposition officials regarding collective exhibits,and to arrange a schedule of prices covering all the expense entailed by those wishing to exhibit under the collective plan.

Respectfully submitted.

(signed) Kate L.Hamlin,

Chairman.

-:-

This report was accepted,without change.

The following report from the Committee on Education was presented,and accepted as read :-

Four meetings of the Education Committee of the Board of Women Managers have been held,-the first on October 29th,at the Twentieth Century Club,the second Nov.1st, at #570 Ellicott Square,the third November 8th,at the residence of Mrs.John W.Bush,and the fourth December 3rd, at the Twentieth Century Club.



The applications of Miss Margaret C. Brown, Miss Anna Bell, and Miss Alicia Faulkener, who wish work at the Exposition in educational lines, have been received and filed. The application of Mrs. M. A. Harper, who describes herself as the national teacher and lecturer of the Harper Philosophy of Life and Science of Body Building, was received and the Secretary was instructed to send it to Dr. Peabody. After a conference with the Director General, Dr. Peabody stated that lectures of this character cannot be provided for at the Exposition. A conference of the Committee with Dr. Peabody was held on November 1st at which Dr. Peabody stated his plan for the educational exhibit at the Pan-American. It was, in brief, to bring from Paris all the American exhibit obtainable, from this to make a choice for the Pan-American, and if any gaps occur to fill them here. Dr. Peabody stated that he would "consider" the recommendations of this Committee as to what shall be exhibited outside of the exhibits already provided for. Later the Committee in due form requested that an adequate exhibit of local educational work, methods, and institutions be provided for at the Pan-American Exposition.

The Committee was asked to co-operate with the Women's Educational and Industrial Union in a plan to hold educational and club conferences, install exhibits, and bring women's clubs and organizations to Buffalo, in the summer of 1901. The plan called for an advance of \$3000 from the

Directors, in return for which the W.E.&I.U. guaranteed enough paid admissions to the Exposition to reimburse the Directors. After deliberation the Committee decided to approve this plan.

The Committee has received from Mrs. Orthus Millinowski, of #1298 Main Street, Buffalo, a letter recommending that an exhibit of swimming, as taught in the schools of Brookline, Massachusetts, be provided for among the educational exhibits in physical culture. Mrs. Millinowski's letter was accompanied by printed and type-written data bearing on this subject, and also on the subject of manual training in which she recommends that full exhibits be made. Her recommendation was filed for more mature deliberation.

(signed) Harriet B. Mynter,  
Secretary Education Committee,  
Board of Women Managers.

--:-

Mrs. John Miller Horton, chairman of the Committee on Entertainments and Ceremonies, presented several designs for badges for the Board of Women Managers. No selection was made as it was deemed advisable to secure prices and have some of the designs reduced before the final decision.

Mrs. George W. Townsend, one of the representatives of the Board of Women Managers of the Pan-American Exposition at the Albany Convention of the New York State Federation of Women's Clubs, gave an interesting account of the meeting and



the enthusiasm with which those attending the Convention listened to the addresses concerning the Pan-American Exposition. Mrs. Townsend said that the supply of badges and Pan-American literature sent to the State Federation Convention was entirely exhausted and that more could have been used to good advantage. More than five hundred badges and a corresponding amount of advertising matter was sent to the Convention of the State Federation.

On motion of Dr. Bender, seconded by Mrs. Hauenstein, the Board adjourned until the first Thursday of January.

Respectfully submitted.

*Marian He Fort*

Secretary.



## SIXTH MEETING.

52.

The sixth meeting of the Board of Women Managers of the Pan-American Exposition was held at #570 Ellicott Square, on Thursday morning, January 3d, 1901, the Vice-President, Mrs. William A. Rogers, in the chair.

Present :- Dr. Bender, Mrs. Becker, Miss Damer, Mrs. Desbecker, Mrs. Horton, Mrs. Kingsley, Mrs. McGowan, Mrs. Rogers, Mrs. Waterman, and Mrs. Bush.

Absent :-

Mrs. Albright, Mrs. Cary, Mrs. Gavin, Mrs. Griffin, Mrs. Gray, Mrs. Hamlin, Mrs. Hauenstein, Mrs. Mynter, Mrs. Moot, Mrs. Mack, Mrs. Root, Mrs. Schoellkopf, Miss Stanton, Mrs. Townsend, and Mrs. Wheeler.

After the reading of the minutes, which were accepted as read, the following report from the Executive Committee was presented and accepted:-

Report of Executive Committee.

-:-

#568 Ellicott Square,

Buffalo, New York, January 3d, 1901.

The chairman of the Executive Committee of the Board of Women Managers of the Pan-American Exposition begs to submit the following report to January 3d, 1901.

But one meeting of the Executive Committee has been held since the last meeting of the Women's Board.



Session of December 31st.

--:-

At this meeting, the Secretary reported in behalf of Mrs. John Miller Horton, chairman of the committee on Entertainments and Ceremonies, that a meeting of the committee was to be held on Thursday morning, immediately preceding the meeting of the entire Board, at which the chairman would present a report from her committee.

Mrs. Charles Cary, chairman of the Fine Arts committee, of the Women's Board, reported that no meeting of her committee nor of the sub-committee on Fine Arts had been held since her last report, but she stated that a fire proof building, for use as an art gallery, is to be erected in the Park, and will be occupied in place of the Albright Art Gallery, which cannot be completed in time for the opening of the Exposition.

Dr. Bender, chairman of the committee on Education, was absent, so no report was presented from her committee.

Mrs. Adelbert Moot, chairman of the committee on Clubs and Organizations, reported a meeting of her committee and also a conference with the Director General. She stated that her committee was preparing to take up a line of work suggested by the Director General, and was soon to issue a folder which will be sent out to all the women's clubs and organizations in the Americas, giving details concerning the representation of women at the Exposition,



and offering suggestions regarding meetings and conferences in Buffalo from May to November, 1901.

Mrs. Alfred G. Hauenstein, chairman of the committee on Publicity and Promotion, was ill and unable to attend the meeting. No report was presented from her committee.

Mrs. Tracy C. Becker, chairman of the committee on Applied Arts, reported that several meetings of her committee had been held during December, and said that arrangements were being made for a collective exhibit of women's work, the committee contemplating taking space ten by twelve feet in the Manufactures Building, in which to display representative exhibits of various industries conducted by women.

The following letter from J. H. Curtis, of the Springfield News, was read :-

Springfield, Ill., December 21st, 1900.

Miss Marian De Forest,

Secretary Board of Women Managers,

Pan-American Exposition,

Buffalo, New York.

Dear Miss De Forest :-

Replying to your favor of December 20th will say that the doll and Beck designs were received and placed on exhibition at the Doll Show, where they attracted a great deal of attention. The doll was sold



for a handsome price and there was over \$1000.00 realized on the sale of the dolls. If there is anything more we can do to help you advertise the Exposition do not hesitate to advise us.

I thank you very sincerely for your donation and assure you that there will be a great many Springfield people "put off at Buffalo" in 1901.

Believe me,

Very truly yours,

J.H.Curtis,

Circulation Manager.

Four weekly reports have been submitted to the Director General by the Secretary since the last meeting of the Board.

Report of December 7th.

-:-

An account of the meeting of the Executive Committee on December 5th was presented in this report, also a report of the meeting of the Board of Women Managers on December 6th, including the very interesting description Mrs. George W. Townsend, who represented the Women's Board at the Albany Convention of the New York State Federation of Women's Clubs, gave of this Albany convention, especially of the enthusiasm with which the women listened to the talks on the Pan-American Exposition. Mrs. Townsend stated that

more than five hundred badges were distributed among the delegates and visitors at the Federation convention.

Appended to this was the report of the Executive Committee to the Board of Women Managers, and also the report of the committee on Education.

Report of December 14th.

-:-

The Director General was informed that on Friday, December 7th, the Secretary took to the Exposition grounds Miss Thurston of New York, representing McClure's Magazine, Miss Severinghaus of Chicago, western representative of the Pan-American Exposition, and Mrs. Stillman Crane, of Los Angeles, representing a Los Angeles newspaper. The Director of Works accompanied the party about the grounds, and the women were pleased and very enthusiastic about the Exposition. They were present when the buildings were illuminated, and were delighted with the beauty of the display. On Saturday, December 8th, the Secretary took Mrs. Louise Seymour Houghton, of New York, editor of the New York Evangelist, to the Exposition grounds, also supplied her with a quantity of Pan-American advertising matter, and assisted her in arranging for a special Pan-American number of the Evangelist, which is to be issued within a short time.

A meeting of the Applied Arts committee of the Women's Board was held on December 10th, at which many appli-



cations were received for space in which to make small exhibits under the collective plan. There has been an encouraging response to the circular letter recently sent out by this committee, giving the price for space under the collective plan.

The Director General was informed that about eighteen hundred copies of "The Spirit of Niagara" poster have been sent out from the office of the Women's Board, mainly in response to requests. The women's club houses in America are being supplied with copies of the poster, and also with the Beck design transparency.

Report of December 21st.

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The Secretary reported a meeting of the Applied Arts committee on December 17th, at which a large number of applications for space under the collective exhibit plan were received and considered. Everything that appeared trivial or inferior was rejected, but a few applications for choice and representative exhibits were considered favorably. The Applied Arts committee contemplates taking a space ten by twelve feet in the Manufactures Building for this collective exhibit.

A number of suggestions received by the committee on Education were transmitted to the Secretary by the chairman of the committee, and were in turn transmitted by her to the Superintendent of Liberal Arts and Education.



## Report of December 28th.

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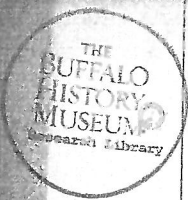
The Director General was informed that in response to requests from teachers in one of the principal schools in Washington, and also in a large school in Philadelphia, a supply of Pan-American advertising matter was sent to two leading educational institutions, including posters for the decoration of the school rooms.

A letter prepared by the Secretary of the Women's Board, and signed by the President and Secretary, was sent out to all the honorary members of the Board in the United States. This letter was prepared after consultation with the Commissioner General, and was approved by him. A copy of the letter was also sent to the woman commissioner in Missouri, asking her assistance in following out a similar line of work. The letter, which was attached to the weekly report to the Director General, was as follows :-

Buffalo, New York, December 22d, 1900.

Dear Madam :-

Your kindly aid is requested in interesting the executive and legislative officials in your state in the Pan-American Exposition, which opens May 1st, 1901. As the time is so short, it is highly important that your legislature gives prompt consideration to the necessary appropriation for a proper representation, if this has not yet been done, or if it has been done in part only.



As your legislature meets but a few months before the opening of the Exposition, consideration should be given to the matter immediately, so that a sentiment shall be created of sufficient force to bring about the desired legislation at the earliest possible date.

With this in view, your efforts are earnestly invoked, with the assistance of such state or legislative officials as you feel warranted in approaching in this matter, either personally or by correspondence.

The underlying purpose of the Pan-American Exposition is the promotion and extension of trade relations with the republics and colonies north and south of our boundary lines.

The situation is now peculiarly favorable for such efforts, and it is believed that the advantages offered our varied industries in making creditable displays, by states and individually, cannot be over-estimated.

We feel that you, as an honorary member of the Board of Women Managers of the Pan-American Exposition, can be of invaluable assistance in furthering this matter, and with the earnest hope that your kind assistance may be enlisted, we have the honor to be

Very truly yours,

Kate L. Hamlin,  
President.

Marian De Forest,  
Secretary.

Respectfully submitted.

Kate L. Hamlin,

Chairman.

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Mrs. John Miller Horton presented a report on a badge for the Women's Board, which she was appointed to select. She showed several designs, and, on motion of Mrs. McGowan, seconded by Mrs. Bush, the design by Raphael Beck was accepted.

Mrs. Horton, as chairman of the committee on Entertainments and Ceremonies, reported that a meeting of her committee was held immediately preceding the meeting of the Women's Board, at which it was decided to extend an invitation to the Federation of Women's Literary and Educational Organizations of Western New York, to an informal tea at the Woman's Building on the Exposition grounds some afternoon during the June convention of the Western Federation, the Federation to select its own date.

On motion of Dr. Bender, seconded by Mrs. Horton, the Secretary was asked to attend the Single Topics meeting of the Western Federation, to be held in East Aurora in January, and to give a talk on the Pan-American Exposition.

On motion of Dr. Bender, seconded by Mrs. Becker, the members of the Board adjourned.

Respectfully submitted.

*Marion De Forest*

Secretary.